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## Request for City Council Committee Action From the Finance Department

Date: July 24, 2003  
To: Ways and Means Committee  
Referral to: None  
Subject: **Utility Billing Insert**

### Recommendation

The Finance Department recommends the approval of the Minneapolis Park and Recreation Board request to place an insert with the September 2003 Utility Bills. The purpose of the insert is to inform and educate people about how leaves that are left on the street negatively impact water quality in Minneapolis' lakes, rivers and streams.

### Previous Directives

(any past Council actions or directions to staff)

Prepared or Submitted by : Ramon Morales, Utilities Billing Office Manager,  
Phone #673-2404

Approved by: Patrick Born, City Finance Officer

John Moir, City Coordinator

### Presenters in Committee (Consent Item)

#### Financial Impact (Check those that apply)

☒ No financial impact - or - Action is within current department budget.  
(If checked, go directly to Background/Supporting Information)

- ☐ Action requires an appropriation increase to the Capital Budget
- ☐ Action requires an appropriation increase to the Operating Budget
- ☐ Action provides increased revenue for appropriation increase
- ☐ Action requires use of contingency or reserves
- ☐ Other financial impact (Explain):

☐ Request provided to the Budget Office when provided to the Committee Coordinator

#### Community Impact (use any categories that apply)

- ☒ Neighborhood Notification
- ☐ City Goals
- ☐ Comprehensive Plan
- ☐ Zoning Code
- ☐ Other

☐ Not applicable

**Background/Supporting Information Attached**



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July 8, 2003

Ramon Morales  
City of Minneapolis  
Finance Dept.-Utility Billing  
250 S. 4<sup>th</sup> St  
Minneapolis, MN 55415-1339

Re: Educational insert for September 2003 Water Bills

Mr. Morales;

Enclosed is a sample of our proposed insert for the utility billing. The purpose of the insert is to inform and educate people about how leaves that are left on the street negatively impact water quality in Minneapolis' lakes, rivers and streams.

*President*  
Bob Fine

*Vice President*  
Marie Hauser

*Commissioners*  
Rochelle Berry Graves  
Walt Dziedzic  
John Erwin  
Carol A. Kummer  
Vivian Mason  
Jon Olson  
Annie Young

*Superintendent*  
Mary Merrill Anderson

*Secretary to the Board*  
Don Siggelkow

*Administrative Offices*  
400 South Fourth Street  
Suite 200  
Minneapolis, MN 55415-1097  
Phone: 612-661-4800  
Fax: 612-661-4777  
TTY: 612-661-4788

*Operations Center*  
3800 Bryant Avenue South  
Minneapolis, MN 55409-1000  
Phone: 612-370-4900  
Fax: 612-370-4831

I am requesting that the fees involved in placing this insert into the utility bills be waived. The insert is part of the citywide educational efforts of the Minneapolis Park and Recreation Board and the City of Minneapolis Public Works – Engineering Services.


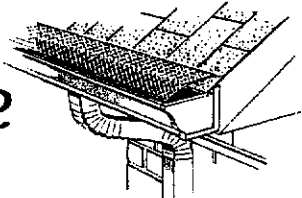
The actual insert will be printed double-sided on a 67 pound Bristol vellum paper and cut to the size of 3.5" X 8.5".

Please feel free to call me with any questions or concerns you may have about the insert. Thank you for your consideration of this request.

Sincerely,

Marcia Holmberg  
Environmental Projects Coordinator  
Minneapolis Park and Recreation Board  
3800 Bryant Ave. S.  
Minneapolis, MN 55409  
(612) 313-7723

**Minneapolis Park and Recreation Board / Minneapolis Public Works  
September 2003 Utility Bill Insert**

Keep Your  on the  !

Keep Your Mind on the Gutter.

## **Everyone in Minneapolis has Waterfront Property !**

When you're cleaning the gutters on your roof – think about the gutters in the street.

- When raking the leaves on your lawn and cleaning leaves from your gutters, remember to pick up those that are in the street .
- Sweep up and dispose of litter, sand and other debris that accumulate in the street and dispose of it in the trash instead of washing it down into the storm sewers.
- The gutters in our streets are connected to the storm sewer system, which empties water runoff into our lakes and rivers.
- Leaves and debris, which accumulate in the street and wash into the storm sewer system, are major contributors of pollution in our lakes and rivers.

***Please remember . . . City Ordinance prohibits raking leaves into the street.***

This message brought to you by:

Minneapolis Public Works-Engineering Services and the Minneapolis Park and Recreation Board

